

**State of California  
DUTY STATEMENT**

MSH3002 (Rev. 9/26/16)

**Department of State Hospitals**

Box reserved for Personnel Section

<b>RPA Control #</b>		<b>C&amp;P Analyst Approval</b> FA		<b>Date</b> 11/20/19
<b>Employee Name</b>		<b>Division</b> DSH-METROPOLITAN		
<b>Position No / Agency-Unit-Class-Serial</b> 487-461-9839-		<b>Unit</b> FORENSIC		
<b>Class Title</b> SENIOR PSYCHOLOGIST (SPECIALIST)		<b>Location</b> FORENSIC		
<b>SUBJECT TO CONFLICT OF INTEREST CODE</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>CBID</b> R19	<b>WORK WEEK GROUP</b> E	<b>PAY DIFFERENTIAL</b>	<b>WORKING HOURS</b>

**The Department of State Hospital's mission is to provide evaluation and treatment in a safe and responsible manner, and seek innovation and excellence in hospital operations, across a continuum of care and settings. You are a valued member of the Department's team. You are expected to work cooperatively with team members and others to enable the department to meet these goals and provide the highest level of service possible. Your efforts to treat others fairly with dignity and respect are important to everyone with whom you work.**

Under the supervision of the Senior Psychology Supervisor of the Forensic Department, apply psychological knowledge and techniques to the assessment, management of judicially committed mental health patients; provide training; and serve as consultants. Perform Forensic Evaluations; Forensic Reports; and prepare testimony as required by statute. Serve on involuntary medication panels. Services are provided in accordance with generally accepted professional standards of care and as required by DSH and the Psychology Manual.

<b>% OF TIME PERFORMING DUTIES</b>	<b>INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST; PERCENTAGE MUST TOTAL 100%. (Use additional sheet if necessary.)</b>
	<b><u>ESSENTIAL FUNCTIONS (please no more than 45% per function)</u></b>
45%	Performing forensic evaluation as needed and assigned, including but not limited to Evaluations pursuant to PC2962(MDO certification appeals, placement evaluations and annual evaluations), PC2972 (MDO extensions), PC 1026.2, PC 1026.5, PC 1026(f), PC 1370, WIC 6500, WIC 6600, LPS, and WIC 5404.
	Providing expert testimony when needed for the Board of Parole Hearings and the Superior Courts of California. Maintain an on-going understanding of current case-law and apply this to court testimony. Demonstrate previous training and experience in specialized forensic ethic codes for psychologist and testimony regarding applicable laws.
45%	Providing education and training in forensic psychology including but not limited to predoctoral interns, post-doctoral fellows and unlicensed professionals; licensed professionals seeking new privilege; orientation of new staff; and other staff members as needed or requested.
	<b><u>MARGINAL FUNCTIONS</u></b>
5%	Performing other duties as assigned, including, attending medical staff, departmental, and committee meetings, and performing associated tasks for medical staff.

5%	<p>Complete required continued education and actively seek learning opportunities for professional growth and development with an emphasis on Forensics. All other duties and special projects as assigned consistent with this classification</p>
Other Information	<p><b>SUPERVISION RECEIVED</b> Under the general direction of the Senior Psychology Supervisor or designee of the Forensic Department.</p> <p><b>SUPERVISION EXERCISED</b></p> <ul style="list-style-type: none"> <li>• This is not a supervisory position</li> </ul> <p><b><u>KNOWLEDGE AND ABILITIES</u></b></p> <p><b>KNOWLEDGE OF:</b> Principles, techniques, and trends in psychology with particular reference to normal and disordered behavior, human development, motivation, personality, learning, individual differences, adaptation, and social interaction; methods for the assessment and modification of human behavior; characteristics and social aspects of mental and developmental disabilities; research methodology and program evaluation; institutional and social process; group dynamics; functions of psychologists in various mental health services; current trends in the field of mental health; professional training; and community organization and allied professional services.</p> <p><b>ABILITY TO:</b> Provide professional consultation; teach and participate in professional training; recognize situations requiring the creative application of technical skills; develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of mental disabilities, to the conduct of research, and to the development and direction of a psychology program; plan, organize, and conduct research, data analysis and program evaluation; conduct the more difficult assessment and psychological treatment procedures; analyze situations accurately and take effective action; and communicate effectively.</p> <p><b>SPECIAL PERSONAL CHARACTERISTICS:</b> Scientific and professional integrity, emotional stability, patience, alertness, and tact.</p> <p><b>DESIRABLE QUALIFICATIONS:</b> Knowledge of the principles of Forensic psychology; general psychology; specific areas of law pertinent to practice in a maximum security forensic psychiatric facility; psychology ethics especially related to forensic psychology. Efficiently evaluate forensically committed individuals through collection, organization, and analysis of psychological data pertinent to psycho-legal criteria; work collaboratively with treatment teams in the collection of this data; cogently explain opinion and reasoning related to forensic conclusions both in written reports and in courtroom testimony; provide general psychological evaluations and recommend appropriate treatment; lucidly teach forensic psychological concepts, associated legal concepts, and including treatment program implications related to each specific commitment type associated with the facility. Ability to travel as needed to appear in court.</p>

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## **REQUIRED COMPETENCIES**

### **PHYSICAL**

The incumbent must possess the necessary physical, mental and cognitive abilities to perform the highly specialized analytical work needed to carry out the essential duties of the position. This includes but is not limited to working with computer software and hardware, bending, stooping, twisting, walking on irregular surfaces, pushing and pulling up to 25 pounds, lifting and carrying up to 25 pounds, and repetitive fine motor and hand motion.

### **SAFETY**

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safety or security hazards, including infection control.

### **CULTURAL AWARENESS**

Demonstrates awareness to multicultural issues in the workplace, which enables the employee to work effectively.

### **AGE SPECIFIC**

Demonstrate knowledge of growth and development commensurate with the age group of the individuals served and apply that knowledge in the delivery of services.

### **RESTRAINT/SECLUSION**

Demonstrates knowledge of criteria and appropriately uses, applies, and removes restraint and/or seclusion.

### **CPR**

Maintains current certification.

### **SITE SPECIFIC COMPETENCIES**

Maintain liaison and coordination with DSH Legal Services, the Superior Courts, and the Office of the Attorney General. Demonstrate understanding of the commitment processes for individuals residing on the unit(s) and for whom services are provided. Maintain knowledge of current Hospital Policies and Procedures.

### **RELATIONSHIP SECURITY**

Promote the safety and treatment potential gained from the establishments and monitoring of appropriate therapeutic staff/individual interactions.

### **TECHNICAL PROFICIENCY (SITE SPECIFIC)**

Demonstrates knowledge of Key Indicators related to forensic services, the ability to analyze monitoring data to enhance the mental health services provided and competence in assessment procedures necessary to produce reliable and valid findings. Possess basic computer skills.

### **LICENSE OR CERTIFICATION**

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

- Possess the legal requirements and a valid license for the practice of psychology in California as determined by the California Board of Psychology

### **TRAINING** - Training Category = Type II General

The employee is required to keep current with the completion of all required training

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**THERAPEUTIC STRATEGIC INTERVENTION (TSI)**

Supports safe working environment; practices the strategies and intervention that promote a therapeutic milieu; applies and demonstrates knowledge of correct methods in the management of assaultive behavior. Training provided during new employee orientation.

**WORKING CONDITIONS****EMPLOYEE IS REQUIRED TO:**

- Report to work on time and follow procedures for reporting absences;
- Maintain a professional appearance;
- Appropriately maintain cooperative, professional, and effective interactions with employees, patients/clients, and the public.
- Comply with hospital policies and procedures.

The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital

All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job functions.

Regular and consistent attendance is critical to the successful performance of this position due to the heavy workload and time-sensitive nature of the work.

The incumbent routinely works with and is exposed to sensitive and confidential issues and/or materials and is expected to maintain confidentiality at all times.

The Department of State Hospitals provides support services to facilities operated within the Department. A required function of this position is to consistently provide exceptional customer service to internal and external customers.

I have read and understand the duties listed above and I can perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation is necessary, discuss your concerns with the Office of Human Rights).

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Employee's Signature

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Date

I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above.

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Supervisor's Signature

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Date

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